

About Department of Children's Services (DCS)

The Tennessee Department of Children's Services (DCS) is the state's public child welfare agency, overseeing child protective services, permanency and juvenile justice. DCS protects children who are victims of abuse or neglect and strengthens families through services that focus on family support and preservation. DCS staff responds to over 37,000 reports of child abuse and neglect a year. DCS employees 4000+ staff deployed across Tennessee.

Job Description

The Director Internal Audit reports to the Executive Director Continuous Quality Improvement. The Director Internal Audit is responsible for professional auditing and managerial and supervisory work of considerable difficulty; and performs related work as required. The Director of Internal Audit directs all financial, compliance, program and/or operational audit activities for the Department with a professional staff, and complex and diverse programs and fiscal operations.

RESPONSIBILITIES

- Plans, organizes and directs all auditing activities; and directs financial, compliance, program and/or operational audits for the Department
- Directs the assignment, training, supervision and evaluation of a professional auditing staff and their work; makes decisions concerning employment, retention, demotion, dismissal and other human resources actions.
- Schedules and monitors Internal Audit staff to assure completion of Policy 22 fiscal reviews in a timely and accurate manner.
- Sets goals and objectives for Internal Audit staff that are consistent with and support Department wide goals.
- Directs the development, explanation, interpretation and enforcement of state and federal laws, rules and regulations, audit policies and procedures, and operational procedures; makes decisions on recommendations for change; resolves differences in legal interpretation and application.
- Directs the coordination of departmental audit activities with the Comptroller of the Treasury and other state and federal agency audit personnel.
- Establishes and maintains a variety of important personal contacts with division heads, high level managerial personnel, governmental and private agency officials, attorneys, accountants and associates in resolving and correcting major problems uncovered in audits and in dealing with complex and controversial audit findings.
- Directs the preparation and maintenance of detailed audit narrative reports and supporting financial documentation in order to identify legal, financial and/or administrative problems or discrepancies, and recommends methods for improvements.
- Participates in department activities as requested bringing audit perspective.
- Other duties as requested by Executive Director Continuous Quality Improvement.

Requirements

- Graduation from an accredited college or university with a bachelor's degree in Accounting (or related field). Advanced degree in Business Administration (or related field) preferred.
- Minimum of 2 years Accounting/Auditing experience.
- CPA, CFE or CIA preferred.
- Excellent critical thinking skills.
- Must be able to demonstrate the ability to make informed decisions based on data.
- Excellent verbal and written communication skills
- Working knowledge of accounting principles and auditing standards.
- Personal qualities that include integrity, commitment to DCS mission, respect for diversity and the ability to inspire and motivate.
- Ability to work in a fast paced, multi-tasking environment and successfully navigate ambiguity while executing to deadlines.

- Must be Microsoft office proficient, i.e. Word, PowerPoint and Excel etc. and be able to enhance the audit function through technology.

PLEASE SEND RESUME TO:

paula.pereira@tn.gov

Resumes will be accepted until candidate is chosen